



**LAW ENFORCEMENT AND VICTIM SERVICES DIVISION  
GOVERNOR'S OFFICE OF EMERGENCY SERVICES**

3650 SCHRIEVER AVENUE  
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March 22, 2006

TO: PROJECT MANAGERS AND PROJECT DIRECTORS  
ANTI-DRUG ABUSE (ADA) ENFORCEMENT PROGRAM

SUBJECT: **REQUEST FOR APPLICATION (RFA)**

Enclosed is the Anti-Drug Abuse (ADA) Enforcement Program application package to be used when submitting an application for State Fiscal Year 2006/2007 grant award funds. The Office of Emergency Services (OES) anticipates an allocation for California in the amount of \$21,876,819 of which \$13,291,487 will be allocated to the ADA Enforcement Program. Please refer to the attached [ADA Funding Allocation Chart](#) (Attachment A) of the RFA for your county information.

To be considered for continued funding for State Fiscal Year 2006/2007, applicants must complete the enclosed materials and submit them **no later than 5:00 p.m., Wednesday, May 17, 2006**

Mail applications to: **Office of Emergency Services  
Law Enforcement and Victim Services Division  
3650 Schriever Avenue  
Mather, CA 95655  
Attn: Anti-Drug Abuse RFA  
Drug Enforcement Section**

If you have any questions regarding this application, please do not hesitate to contact the Drug Enforcement Section at (916) 324-9112.

Sincerely,

Kirby Everhart, Chief  
Public Safety Branch

**Note:** This document is designed to be interactive electronically with fill able forms. However, users will need to use Adobe Acrobat 7.0 in order to save the text of their applications. Users will be able to complete and print forms using Adobe Reader 7.0, but will be unable to save their completed forms without Adobe Acrobat 7.0.

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LAW ENFORCEMENT AND VICTIM SERVICES DIVISION**

**ANTI-DRUG ABUSE ENFORCEMENT PROGRAM  
REQUEST FOR APPLICATION**

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#### IV. **FORMS** (Microsoft Word format)

[APPLICATION CHECKLIST AND REQUIRED SEQUENCE](#) (.doc)

[APPLICATION COVER SHEET](#) (.doc)

[GRANT AWARD FACE SHEET AND INSTRUCTIONS](#) (.pdf)

[PROJECT CONTACT INSTRUCTIONS AND INFORMATION](#) (.pdf)

[CERTIFICATION OF ASSURANCE OF COMPLIANCE](#) (.pdf)

[PROJECT NARRATIVE](#) (doc.)

PROJECT BUDGET – [BUDGET NARRATIVE](#) (.doc)

[BUDGET FORMS](#) (Excel format)

Personal Services – Salaries/Employee Benefits

Operating Expenses

Equipment

#### APPLICATION APPENDIX

- [ADDITIONAL SIGNATURE AUTHORIZATION AND INSTRUCTIONS](#) (.pdf)
- [PROJECT SUMMARY AND INSTRUCTIONS](#) (.pdf)
- [PROJECT SERVICE AREA INFORMATION](#) (.pdf)
- [SAMPLE OPERATIONAL AGREEMENT](#) (.pdf)
- [WSIN CERTIFICATION OF COMPLIANCE](#) (.pdf)
- [REPORTING ALIEN CONVICTIONS](#) (.pdf)
- [METHAMPHETAMINE ASSURANCE OF COMPLIANCE](#) (.pdf)
- [SAMPLE DISBURSEMENT OF CONFIDENTIAL FUNDS/RECEIPT FROM INFORMER PAYEE](#) (.pdf)
- [OUT OF STATE TRAVEL REQUEST](#) (.pdf)
- [COMPUTER AND AUTOMATED SYSTEMS PURCHASE JUSTIFICATION GUIDELINES](#) (.pdf)
- [NONCOMPETITIVE BID REQUEST](#) (.pdf)